



# GEORGIA DEPARTMENT OF AGRICULTURE

## JOB ANNOUNCEMENT

*Gary W. Black, Commissioner*

- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

<b>JOB TITLE:</b>	<b>MARKET OPERATIONS SPEC 1</b>
<b>POSITION NUMBER:</b>	00052031
<b>LOCATION:</b>	ATLANTA FARMERS MARKET FOREST PARK, GA
<b>POSTING DATE:</b>	01/22/16
<b>APPLICATION DEADLINE:</b>	01/31/16
<b>WHO MAY APPLY:</b>	ALL QUALIFIED APPLICANTS
<b>PAY GRADE:</b>	D
<b>Job Code:</b>	RCTo6o
<b>ENTRY SALARY:</b>	\$1,958.33/MONTHLY

We at the Georgia Department of Agriculture (GDA) take our responsibilities to you very seriously and are committed to protecting and promoting Georgia's agriculture through superior service and leadership. The mission of the GDA is to protect consumers, promote agriculture, both locally and globally, and assist our customers using education, technology and a professional workforce. The vision of the GDA is to continue to be a globally recognized leader in agricultural excellence through a commitment to safety, quality, growth and innovation.

### **DESCRIPTION OF DUTIES:**

This position performs the following duties: enforces farmers' market rules and regulations; provides services to farmers, dealers and general public in the sale of produce; accounts for receipts collected; assists in the maintenance, sanitation, and security at the Atlanta State Farmers Market (ASFM); inspects produce entering and sold at the ASFM; and other duties as assigned. This position is for First (1<sup>st</sup>) shift from 7:00 am to 3:00 pm.

### **MINIMUM QUALIFICATIONS:**

High school diploma or GED and one year of experience in the area of assignment.

### **PREFERRED QUALIFICATIONS:**

Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess knowledge, skills and abilities in the following areas:

- Six months of related experience in the area of assignment (General Field Services or Farmers' Markets); and
- Working knowledge of Microsoft Office Suite.

**HOW TO APPLY:** (WE ACCEPT STATE APPLICATIONS BY ANY METHOD LISTED BELOW. RESUMES MAY BE SUBMITTED IN ADDITION TO THE STATE APPLICATION. )

- Mail a completed State of Georgia application to Georgia Department of Agriculture, Personnel Office, Room 300, Agriculture Building, 19 Martin Luther King, Jr. Drive, S.W., Atlanta, Georgia 30334; or
- Fax a completed State of Georgia application to (404) 463-8196; or

- Team Georgia Careers <http://team.georgia.gov/careers/>; or
- E-mail a completed State of Georgia application to [GDAPersonnel@agr.georgia.gov](mailto:GDAPersonnel@agr.georgia.gov).

Please reference the job title and position number when submitting paper applications. Applications received without a job title or position number will be considered unsolicited and will not be reviewed. For a copy of the State Application, please visit [http://team.georgia.gov/wp-content/uploads/2014/11/State\\_Application-Standard-3.3.15.pdf](http://team.georgia.gov/wp-content/uploads/2014/11/State_Application-Standard-3.3.15.pdf) or contact the Georgia Department of Administrative Services, Human Resource Administration at (404) 656-2705.

**The GDA is an Equal Opportunity Employer.**

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law. All qualified applicants will be considered, but may not necessarily receive an interview. No notification will be sent to applicants except those who are selected for interviews. Due to the large volume of submissions received by this office, information concerning application and/or interview status cannot be provided.

**IF YOU NEED AN ACCOMMODATION FOR AN INTERVIEW,  
PLEASE CONTACT THE PERSONNEL OFFICE AT (404) 656-3615**